

PESTICIDE EDUCATIONAL RESOURCES COLLABORATIVE

1st Quarter Report: January 1, 2018 – March 31, 2018

Third Operational Year: 1/01/18 – 12/31/18

Cooperative Agreement # X8-83616301

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PERC

Pesticide Educational Resources Collaborative

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Sub-Awards, Contracts and Other Agreements

PERC’s Goal and Objective

The objective of the Pesticide Educational Resources Collaborative (PERC) is to implement the development, revision, or update of pesticide safety materials and resources that prevent and reduce pesticide risks to humans, communities, and ecosystems through education and outreach targeted toward agricultural workers, pesticide applicators, and others, through partners and stakeholders. This is complementary of the Environmental Protection Agency’s Strategic Plan, Goal 4: Ensuring the Safety of Chemicals and Preventing Pollution. Reduce the risk and increase the safety of chemicals and prevent pollution at the source.

PERC is a cooperative agreement (#X8-83616301) between the U.S. Environmental Protection Agency’s Office of Pesticide Programs and University of California Davis Extension, in collaboration with Oregon State University.

Submitted to:

U.S. Environmental Protection Agency
Office of Pesticide Programs

Submitted on April 20, 2018 by:

Suzanne Forsyth
PERC Administrator and Co-PI

Program Highlights and Summary

In February 2018, the [Worker Protection Standard Compliance Assistance Library](#) was unveiled. This collection of educational resources helps people who work on farms, orchards, forests, and other ag establishments comply with the updated WPS. The new suite was promoted through PERC email lists and nationwide stakeholders, including AAPSE, AAPCO, and AFOP.

Suzanne Forsyth and Kaci Buhl attended the 2018 Association of American Pesticide Control Officials (AAPCO) Annual Conference in Alexandria, VA from March 5-7, 2018. They met with regional and national stakeholders and apprised them on the status of PERC projects, while seeking additional input on emerging priorities. During the 3-day meeting, PERC coordinated with NPSEC on a display table highlighting current PERC materials available for print from the PERC website or for order through NPSEC.

PERC's major activities in Project Year 2018 will be informed and promoted by a diverse Advisory Board (AB) representing key groups of stakeholders from different geographic regions and sectors. They will represent their constituencies on needs of time-sensitive materials, participate in prioritization, review draft materials produced through the cooperative agreement, and promote finished products in their regions/sectors.

Using a national solicitation process, the following Advisory Board members were selected for Project Year 2018:

1. Lisa Blecker, University of California
2. Elizabeth Buffington, Iowa State University
3. Melanie Forti, Association of Farmworker Opportunity Programs
4. Carmina Hanson, North Carolina Department of Agriculture and Consumer Services
5. Natalie Hoidal, University of Minnesota Extension
6. Nick Hurwit, U.S. EPA Region 10
7. Caroline Kirby, Plunkett's Pest Control
8. Charles Moses, Nevada Department of Agriculture
9. Amy Sullivan, Association of American Pesticide Control Officials
10. Derrick Terada, U.S. EPA Region 10
11. Jolene Warnke-Roszel, Montana Department of Agriculture
12. Rebecca Young, Farmworker Justice

The current Advisory Board lacks representation from the Tribal and Northeast communities. Suzanne and Kaci will work to identify suitable candidates in 2018 and invite them to join the board.

Objectives and Deliverables

Objective 1: To manage or implement the development, revision and updating of pesticide safety materials to advance the protection of humans, communities, and ecosystems from pesticide illness and injury.

Measure A: Engagement with Stakeholders

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Take advantage of opportunities to engage additional stakeholders.	Suzanne Forsyth and Kaci Buhl attended the 2018 Association of American Pesticide Control Officials (AAPCO) Annual Conference in Alexandria, VA from March 5-7, 2018. On March 6, PERC projects and objectives were presented to AAPCO members. Suzanne Forsyth administered the Tribal Pesticide Program Council (TPPC) meeting in Alexandria from March 7-9, 2018. Suzanne presented PERC projects and resources.	Take advantage of opportunities to engage additional stakeholders.
Attend AAPCO annual meeting, and/or other national/regional forum(s), promote PERC materials and solicit needs information.	On March 6, Ms. Forsyth and Ms. Buhl attended and presented PERC projects and objectives at the 2018 AAPCO conference in Alexandria, VA.	None anticipated
Attend two or more regional events re: C&T needs assessment.	Key personnel attended the 2018 AAPCO conference in March. They connected with stakeholders on current needs in pesticide education and training.	None anticipated
Join/monitor C&T working group(s) to solicit needs information.	Due to delays in the Certification & Training (C&T) rule implementation, PERC's focus has been on WPS and pesticide educational material development.	None anticipated
Convene Advisory Board meetings in a way that builds community and comradery.	PERC communicated with the 2017 Advisory Board monthly, and the Co-Chairs facilitated introductions, information-sharing, and consideration of diverse perspectives.	Convene Advisory Board meeting(s) discuss state/regional needs / in a way that builds community.
Publish a solicitation for Year 3 Advisory Board members, to be seated by March 31st	A solicitation for the Project Year 3 Advisory Board was published on January 17. Applications were scored based on qualifications, and acceptances were sent on February 23.	Induct year 3 Advisory Board Members; discuss state/regional needs.

Charge Advisory Board members with soliciting "needs" information from their represented constituencies.	2018 Advisory Board members were selected based on qualifications and regional representation. Their knowledge and expertise range from WPS to C&T.	None anticipated
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Measure B: Approval of Materials

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Evaluate all fast-track proposals within two weeks.	The Advisory Board was presented with a project for translations of the Central Posting Poster in other languages. PERC's Project Officer, Jeannie Kasai, requested information from Regions about the most common agricultural languages, excluding Spanish.	Evaluate all fast-track proposals within two weeks.

Measure C: Policies/Procedures

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Track the number of new and/or updated PERC policies and procedures.	Implementation of current policies continued.	Track the number of new and/or updated PERC policies and procedures.

Measure D: Technical and Professional Experts

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Distribute solicitations for Year 3 Advisory Board members.	A solicitation was published on January 17 and distributed to all PERC email lists and national stakeholders, including AAPSE, AAPCO and AFOP.	Not applicable
Track the number and nature of SMEs and/or production professionals retained through fast-track procedures.	<p>In Quarter 1, work continued on the worker and handler videos, with Alexandra Lewis-Lorentz as the videographer and Jan Fults as the Project Coordinator. Amy Liebman, David Reddel, Jose Tovar-Aguilar, and Derrick Terada continued as reviewers on the project.</p> <p>Sandra McDonald continued her work as the Project Coordinator for the Seed Treatment Exam Bank.</p> <p>The Spanish Train-the-Trainer Manual team was reconfigured with Jennifer Weber joining the existing team as a translator, working in conjugation with Cesar Asuaje under Project Coordinator Amy Sullivan.</p>	Track the number and nature of SMEs and/or production professionals retained through fast-track procedures.

Measure E: Financial Monitoring of Contractors & Sub awardees

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Solicit quarterly and annual summaries from all sub-awards, detailing their accomplishments in Year Three.	Sub-awardee activity for OSU is reflected in all quarterly and annual reports and is included in the 'Other' category. Financial monitoring of OSU expenditures is tracked quarterly upon receipt and review of their invoices.	Solicit quarterly and annual summaries from all sub-awards, detailing their accomplishments in Year Three.

Measure F: Materials Development

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Track the number of new and/or updated (completed) educational resources.	The WPS Compliance Assistance Library , formally the WPS Compliance Suite, was completed and announced through PERC email lists on February 21.	Track the number of new and/or updated (completed) educational resources.

Measure G: Planning Time-bound Materials Development

Anticipated out-comes for Q4	Actual outcomes	Next quarter
Track the number of new and/or updated time-bound project plans.	Work is continuing on the Seed Treatment Exam Bank, videos for training workers, and videos for training handlers. No new project plans were implemented in Q1.	Track the number of new and/or updated time-bound project plans.

Objective 2: To enhance the capabilities of partners and stakeholders to develop and implement programs/activities that prevent and reduce pesticide risks to humans, communities, and ecosystems.

Measure A: Materials for Modification & Transfer

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Make modifiable versions of new PERC materials available 100% of the time when produced in Adobe InDesign or the Microsoft Office Suite.	WPS materials are available in a format that can be modified by the individual to fit their particular region's needs.	Make modifiable versions of new PERC materials available 100% of the time when produced in Adobe InDesign or the Microsoft Office Suite.

Measure B: Inventory of Resources

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Maintain inventory of training resources on the PERC website by adding new items as identified, removing outdated items as requested, and responding to stakeholder needs.	Ongoing management of training resources continues.	Maintain inventory of training resources on the PERC website by adding new items as identified, removing outdated items as requested, and responding to stakeholder needs.

Measure C: PERC Website

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Maintain the PERC website, including the status page (quarterly).	Ongoing management of the PERC website continues.	Maintain the PERC website, including the status page (quarterly).

Measure D: Planning and Reporting

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Submit quarterly reports within 30 days of the close of the quarter.	<p>The fourth quarterly and annual report for Year Two was submitted within 30 days of the close of the quarter on January 31, 2018.</p> <p>This quarterly report includes a summary of expenditures, purchases, and other fiscal activities; a side-by-side comparison of actual accomplishments vs. project accomplishments; proposed timelines/milestones.</p>	Submit quarterly reports within 30 days of the close of the quarter.

Measure E: Capacity Building

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Take advantage of efficient opportunities to engage additional stakeholders.	Suzanne Forsyth and Kaci Buhl attended the 2018 Association of American Pesticide Control Officials (AAPCO) Annual Conference in Alexandria, VA from March 5-7, 2018. On March 6, PERC projects and objectives were presented to AAPCO members. Suzanne Forsyth administered the Tribal Pesticide Program Council (TPPC) meeting in Alexandria from March 7-9, 2018. Suzanne presented PERC projects and resources.	Take advantage of efficient opportunities to engage additional stakeholders.
Convene Advisory Board meetings in a way that builds community and comradery.	PERC communicated with the 2017 Advisory Board monthly, and the Co-Chairs facilitated introductions, information-sharing, and consideration of diverse perspectives.	Convene Advisory Board meetings in a way that builds community and comradery.

Objective 3: To protect humans, communities and ecosystems from illness and injury caused by exposure to pesticides through education and outreach targeted toward agricultural workers, pesticide applicators, handlers, and others.

Measure A: Plain Language and Literacy Levels

Anticipated out-comes for Q1	Actual outcomes	Next quarter
100% of materials should meet goals appropriate for the identified target audience, which may include trainers (12th grade reading level), trained professionals (10th grade reading level), the general public (8th grade reading level) or other types of user groups. Occasionally, the time-sensitive nature of the resource may make reading-level modifications untenable.	The worker and handler video scripts have been written to be easily understood, but still contain the necessary information. The process has been a collaborative effort between PERC Subject Matter Experts (SMEs) and the US EPA. The Seed Treatment Exam Bank and manual have been written using resources from different states to be accessible to those pursuing professional training. Some aspects may exceed 10 th grade reading level due to the technical nature of the material.	100% of materials should meet goals appropriate for the identified target audience, which may include trainers (12th grade reading level), trained professionals (10th grade reading level), the general public (8th grade reading level) or other types of user groups. Occasionally, the time-sensitive nature of the resource may make reading-level modifications untenable.

Measure B: Formats of Materials

Anticipated out-comes for Q1	Actual outcomes	Next quarter
PERC and its project teams will evaluate the need to duplicate any materials produced, considering the potential need for indoor/outdoor settings, language needs, and/or visual representations. If one of these duplications is large in scope, it would have to be prioritized (green-lighted) by the Advisory Board, and a project plan created.	WPS materials are available in a format that can be modified by the individual to fit their particular region's needs.	PERC and its project teams will evaluate the need to duplicate any materials produced, considering the potential need for indoor/outdoor settings, language needs, and/or visual representations. If one of these duplications is large in scope, it would have to be prioritized (green-lighted) by the Advisory Board, and a project plan created.

Measure C: Material Format and Availability

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Summarize the items completed by PERC and through PERC collaborations, identifying the method of accessibility for stakeholders.	The WPS Compliance Assistance Library was completed and is available through the PERC website.	Summarize the items completed by PERC and through PERC collaborations, identifying the method of accessibility for stakeholders.

Measure D: Promotion of Materials

Anticipated out-comes for Q1	Actual outcomes	Next quarter
Take advantage of efficient opportunities to engage additional stakeholders.	<p>Suzanne Forsyth and Kaci Buhl attended the 2018 Association of American Pesticide Control Officials (AAPCO) Annual Conference in Alexandria, VA from March 5-7, 2018. On March 6, PERC projects and objectives were presented to AAPCO members.</p> <p>Suzanne Forsyth administered the Tribal Pesticide Program Council (TPPC) meeting in Alexandria from March 7-9, 2018. Suzanne presented PERC projects and resources.</p>	Take advantage of efficient opportunities to engage additional stakeholders.
Advisory Board members should present and discuss PERC materials/website as they engage with their respective constituencies. We should track examples (dates, locations, audiences).	<p>Jolene Warnke-Roszel promoted PERC materials at her pesticide applicator trainings on February 6 (Billings, MT), February 9 (Billings, Montana), March 6 (Missoula, MT), March 9 (Missoula, MT), and March 15 (Helena, MT).</p> <p>Charles Moses gave a WPS presentation, referencing available PERC materials, on February 20 in Las Vegas, NV. On March 16, he conducted a WPS handler training program referencing the PERC website.</p> <p>Elizabeth Buffington wrote a blog article titled, "New Resource Explains the Revised Worker Protection Standard (WPS)" on March 1. She also presented a WPS worker/handler training on March 24 in Boone, IA where she referenced the PERC website as a resource.</p> <p>Lisa Blecker used the National Worker Protection Standard: A Manual for Trainers in her English Train the Trainer workshops and provided chapters 4-10 and glossary to the Spanish workshops. This quarter, she led trainings on February 21 (Ventura, CA), February 23 (Santa Paula, CA), February 27 (Monterey, CA), March 20 (San Diego, CA) and March 28 (Oroville, CA).</p>	Advisory Board members should present and discuss PERC materials/website as they engage with their respective constituencies. We should track examples (dates, locations, audiences).
Promote PERC at the annual AAPCO meeting.	On March 6, Ms. Forsyth and Ms. Buhl met with AAPCO members to discuss PERC projects. A display was setup to share current PERC materials available for print from the PERC website or for order through NPSEC.	Not applicable
Use an email distribution list or lists for individuals interested in WPS materials assembled and/or produced by PERC.	<p>Ongoing management of PERC email lists continues.</p> <p>Current subscriptions to the PERC email lists include: percupdates: 246 perc-agemploy: 30 perc-handlers: 17 perc-workers: 17 perc-trainers: 65</p>	Use an email distribution list or lists for individuals interested in WPS materials assembled and/or produced by PERC.

Difficulties and Departures

A carryover project from Project year 2017, the translation of the PERC Train-the-Trainer (TTT) manual from English into Spanish was slow to catch up to speed but promises to be completed in Q2. The new translation team (Jenifer Weber and Cesar Asuaje) are developing their stride and are working on this resource when time permits. The revised timeline has this item ready for formatting before June 2018. The same team was working on the TTT online course, which had a higher priority than the manual translation.

Sub-Awards, Contracts and Other Agreements

As part of its project proposal, UCDE named Oregon State University as a collaborator and therefore was not required to compete this sub-award further. Dr. Craig Marcus and Kaci Buhl now serve as co-PIs. Under Kaci's direction, OSU helped to create publications/documents identified through PERC needs assessments, wrote publications/documents on topics that fell within existing areas of expertise, built, housed and maintained the PERC website, and developed and maintained an inventory of existing pesticide safety materials. The total amount of this subaward in Project Year 2018 for 1/1/18 through 3/3/18 is pending receipt of their invoice. The total for Project Year 2018 is was budgeted at \$100,000 although we are seeking a request to amend this to \$125,000 based on the projects prioritized by the PERC Advisory Board and OSU's ability to manage the projects more efficiently than hiring an outside vendor.

Quarterly Budget Expenditures – Project Year 2018

Quarter 1: January 1, 2018 – March 31, 2018

Project Year 2018	Qtr 1 Actual	Budgeted Annual	% Used of Annual
A. Personnel	\$24,290	\$100,697	24.12%
B. Fringe Benefits	\$10,845	\$44,984	24.11%
C. Travel	\$842	\$9,792	8.60%
D. Equipment	\$0	\$0	--
E. Supplies	\$39	\$743	5.24%
F. Contractual	\$16,599	\$353,494	4.70%
G. Construction	\$0	\$0	--
H. Other	\$11,454	\$42,798	26.76%
Total Direct Costs	\$64,069	\$668,747	9.58%
Total Modified Direct Costs (MTDC)	\$64,060	\$552,508	11.59%
Indirect Costs (based on MTDC)	\$32,034	\$276,253	11.60%
	\$96,103	\$945,000	10.17%

Resources used during the first quarter of Project Year 2018 amount to \$96,103 representing approximately 10.17% of the total annual budget of \$945,000. UCDE expects a few remaining Q1 items to post in Q2. These additional direct expenses will be reflected in the next quarterly report. Lastly, UCDE will finalize the total of the unexpected funds from Project Year 2017 to carryover to Project year 2018 and will submit a revised budget in mid-2018.